

BEC Member Associations

Brøndby, 05 December 2018

REFERENCE

Invitation to participate at the BEC Shuttle Time Trainer's / Tutor's Course –
Sigulda, Latvia.

Dear Member Association,

Badminton Europe is happy to inform you that we will organise another BWF / BEC Shuttle Time Trainer's/Tutor's course in close cooperation with the Latvian Badminton Federation.

Prerequisites for participants:

- Should be a coach and/or educator with high level presentation skills.
- Should be experienced in planning and delivering workshops and courses for adults.
- Should be a confident badminton player with a sound knowledge of the sport.
- May have coached badminton in a school context.
- Must have a very good understanding of the following:
 - Shuttle Time (e.g. goals of the programme, course material content)
 - Teachers' Manual and Lessons Plans for teachers
 - Tutors' Guidelines.

Member Associations who are not familiar with Shuttle Time should get in touch with BWF to receive all the resources and go through them before the start of the course.

To receive the Shuttle Time resources and to get to know them, please follow the BWF [website](#)

Planning

The course will be held from 22 - 24 February 2019 in Sigulda, Latvia.

The course will start on Friday, 22 February 2019 at 09:00 in the morning and finish on Sunday, 24 February 2019 at 12:00 in the afternoon.

Participants are expected to arrive on **Thursday, 21 February 2019** and depart **Sunday, 24 February 2019** after 2pm. Transport from the hotel to the Riga International Airport (RIX) will be arranged by the host.

Support

Badminton Europe will cover the following (for up to 2 participants from each Member Association):

- Accommodation in a twin room including breakfast (3 nights)
- 3 lunches (one on each day during the course)

All travel costs and expenses related to the travel must be covered by the Member Associations or participants. Badminton Europe will not cover these costs.

Registration:

All applications must be sent to us by our Member Associations.

To register your applicant(s), please send out the following documents to Luca Crippa, BEC Junior Manager, at luca.crippa@badmintoneurope.com :

- Participant's application form (attached to this letter)
- Participant's CV in English

The deadline to send the applications is Friday, **18 January 2019** before 12:00 CET.

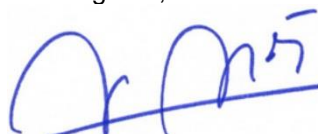
Badminton Europe will review the applications and CV's prior to the selection. The confirmation of participation will be addressed to the Member Associations shortly after the application deadline.

Please **do not make any travel arrangements** before receiving confirmation from Badminton Europe.

Additional details about the venue and other arrangements will be communicated closer to the course.

If you require any further information, please do not hesitate to contact Luca Crippa, Junior Manager at Badminton Europe.

Kind regards,



Jean-Marc Serfaty
Chairman
Sport for All Commission



Tania Teoh
BEC Manager



Luca Crippa
BEC Junior Manager